



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF AGRICULTURE  
LANSING

DON KOIVISTO  
DIRECTOR

## **REQUEST FOR PROPOSALS**

### ***Food Safety Training and Education***

**Offered By:**  
**Michigan Department of Agriculture**  
**Food and Dairy Division**  
**P.O. Box 30017**  
**Lansing, MI 48909**

### **Background**

The Michigan Food Law of 2000, Section 4117, establishes a food safety education fund that is to be used for 1) training and education to consumers on food safety, and 2) training and education to food service establishment employees and agents of the director who enforce the Act. The fiscal year 2008 budget directs that \$150,000 of the fund be used for these purposes. Monies that go into the fund comes from assessments of \$2 or \$3 on food establishment licenses.

An advisory committee has been established to advise the department on use of the funds. Funding is now available for 2007-2008 grants.

### **Timetable**

It is the intent of MDA to solicit proposals for grant awards from both funds between December 1, 2007 and January 4, 2008. The advisory committee will convene in January to review and make recommendations to MDA on the proposals to be funded.

### **Information Format**

- I. Project Title
- II. Background, including problem statement.
- III. Project Goal and Objectives – please be specific
- IV. Project Description – please be specific
- V. Outcomes and Measures of Effectiveness
- VI. Project Timeline and Deliverables – please be specific
- VII. Key Partners
- VIII. Budget – include both total cost and grant award portion
- IX. Primary Project Contact Name, Address, Phone, E-mail

12/3/2007

## **Considerations in Evaluating Proposals**

Although the full committee has not convened to determine criteria, the following items should be taken into consideration when preparing a proposal:

- Opportunities to build upon previously funded projects
- Opportunities to partner with other organizations
- Opportunities to leverage funds or match funds
- Proposals with sub-grantees will be considered

## **Eligibility**

Non-profit organizations and entities.

## **Proposal Submission**

Please send completed proposal ***no later than January 4, 2008*** to:

Heather Brewer  
Michigan Department of Agriculture  
Food and Dairy Division  
P.O. Box 30017  
Lansing, Michigan 48909  
Facsimile – (517) 373-3333  
[brewerh9@michigan.gov](mailto:brewerh9@michigan.gov)

## **Questions**

Please feel free to contact Rebecca Peterson at (517) 373-1060.